



VIRGINIA MARTIAL ARTS CENTER

www.karate-family.com

3325 Taylor Road, Suite 102

Chesapeake, VA 23321

(757) 483-0195

Dear Parents and Students of the Virginia Martial Arts Center Digital Learning Karate Camp,

First, I want to take this opportunity to thank you for enrolling your child in our program. We feel that it will be of great benefit to your child and that they will enjoy the activities that we have planned this year. Second, I wanted to make sure that you have all the information about the responsibilities that you and your child have as a participant in our Digital Learning Karate Camp program.

1. At the bottom of this letter, you will find what our records show as the school your child is attending this year and the start day we show as your child's first day of school. **PLEASE VERIFY THIS INFORMATION AND IF EITHER IS WRONG, CALL US ASAP!** I would like to avoid as much confusion as possible for the first day of school.
2. Please remember that your child must be transported to and from Virginia Martial Arts Center when participating in the Digital Learning Karate Camp. There is no transportation provided for the camp program.
3. The program is a Martial Arts program and not a daycare or tutoring program. All students must attend martial arts class daily. Should early pickup be necessary, please try to inform us ahead of time so as not to disrupt the class. Also, early pickup affects your child's ability to learn their necessary requirements for promotion and students who continue to miss classes may not be ready for their quarterly test.
4. **Physical Fitness Activities:** Students will participate in daily periods of physical activities to help take a break from the screen. This will include sports activities, fitness exercises, and Martial Arts training.
5. Please make your pickup arrangements such that your child will be able to complete their scheduled class prior to departing for home. The Camp program ends daily at 5:00 PM and all students must be picked up by 6:15 PM unless they are also participating in our After-School Program
6. Virginia Martial Arts Center cannot provide meals to our students. All meals must be brought to the facility with the student. Additionally, we do not have the equipment to heat meals for students. All meals students bring to the school must be ready to eat. Students have the option to purchase a snack or drink from our snack bar if they want to supplement their meal. Students may pay with cash or parents may set up a prepay card system whereby you put money on the card and they have snack bar credit to spend. That prevents the necessity of students needing to have cash available each day. We will also honor any limits parents wish to put upon their child as to what or how much they are allowed to have each day.
7. **School work activities:** All students will be expected to do their schoolwork while attending the Digital Learning Karate Camp – after all, that is why they are here. Students must provide their own electronic device to access their school assignments. Students will be provided a power outlet to plug in their device and internet access.
8. **Internet Access** will be provided through the school WIFI system if needed, however, the school is not responsible for monitoring which sites each student accesses on their device. Additionally, if a student is using their own internet access system (phone as a hotspot or a jetpack), the school will not be able to control which sites are accessed by the student. While the school system will have basic parental controls installed as a precaution, there is no way to guarantee that a student will not intentionally or inadvertently access an inappropriate site. If any student is discovered to be accessing inappropriate material while on campus, their

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internet access will immediately be suspended, and a parent will be notified. Virginia Martial Arts Center will not tolerate the viewing or sharing of inappropriate material in our program.

9. **Personal Belongings:** All students are responsible for their own personal belongings (including electronic devices) at all times. Virginia Martial Arts Center accepts **NO LIABILITY** for any lost, damaged, or misplaced items brought to the camp by students. A storage bin will be provided daily for participants to place their belongings but everything (except for their Martial Arts uniform/belt) must be taken home daily.
10. **Uniform Policy:** All students are required to have their uniform and belt for every class. Our recommendation is that you send their equipment on Monday and store it at the school in the bin provided. Students must wear their full uniform every day except Wednesday. On those days, students may wear a karate t-shirt (not school shirt) in lieu of their uniform top. Students are required to bring their uniform home on Friday afternoon to wash and prepare for the next week. Students who are out of uniform in class will not be given class credit to work toward progress stripes.
11. All students are required to be on their best behavior each day. We will normally handle minor discipline problems at the school, but any major problems will be brought to your attention each day.
12. As discussed at your enrollment, there are several days throughout the school year in which the children are out of school. There are other days (holidays) during which the karate school is closed. Please make sure we have a current email address on file and remember to read our monthly schedule of events so that you are aware of these special days. If you are not sure about the schedule or wish to discuss which days we are closed, feel free to call us.
13. Emergency contact numbers for the staff of Virginia Martial Arts Center are as follows:
 - a. School Number, Diana Hammond, Office Manager – (757) 483-0195
 - b. Hiedi Lane, Camp Director – (757) 407-1161
14. Finally, for the safety of each student, the person who will be picking them up from the Dojo each day may stay in their car. We will escort each child to the curbside with an adult when the pick-up person pulls up. With all the traffic in the parking lot, we do not want to endanger our students. After all, they cannot achieve their Black Belt if they are injured. We are a come and go facility and may not sign students in and out of the building – they must be physically escorted by a family member.

If you have any questions concerning any of our school policies or our Digital Learning Karate Camp program in general, please call the school anytime at (757) 483-0195. Thank you for your support of our program and I look forward to an exciting and productive school year.

Darren M. Myers, Hanshi
Chief Instructor
Virginia Martial Arts Center

Student Name: _____

School Attending: _____

First Day of School: _____

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